

**THE
CORRECT
ANGLE...**



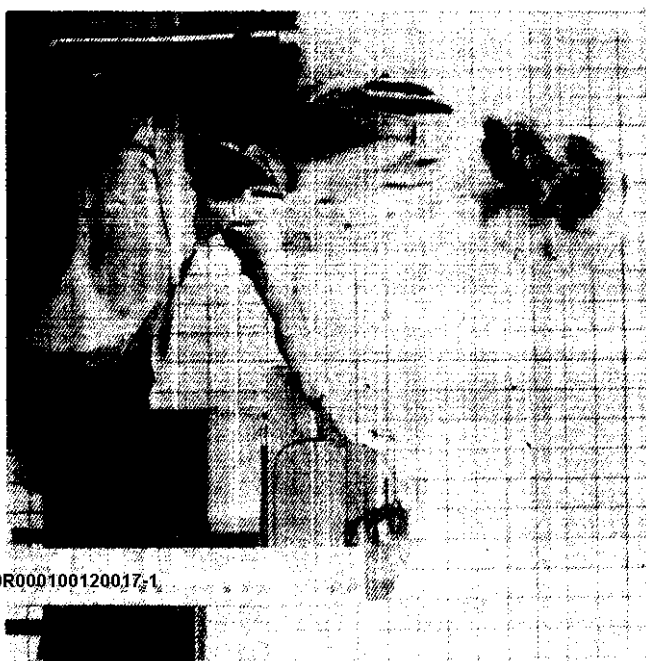
**for faster,
more accurate,
and easier typing**

THE SAME TYPIST . . .

UNCOMFORTABLE — FATIGUED — SLOW



COMFORTABLE — RESTED — EFFICIENT



THE DIFFERENCE? — A simple matter of typewriter height!

CORRECT TYPEWRITER PLATFORM HEIGHT FOR MANUALLY-OPERATED TYPEWRITERS

How high should your typewriter be? . . . As high as necessary to permit and promote the fastest typing with the least effort. Research in industry and government disclosed that fast, accurate typing requires that the forearms and hands of the typist be approximately parallel to the slope of the typewriter keyboard. This slope on a manually-operated typewriter is about 30° .

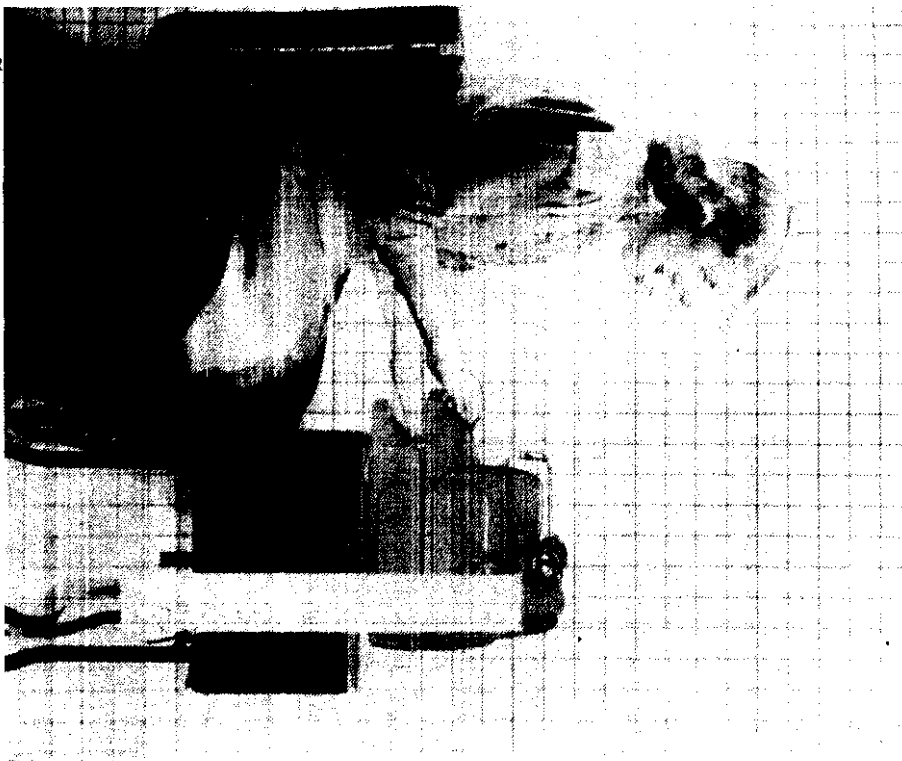
For the average person the proper relationship between the angle of the forearms and hands and the angle of the keyboard slope is usually gained when the typewriter is between 28 and 30 inches from the floor and when the chair height is between 16 and 18 inches.

Prominent typing specialists have long advocated raising typewriter platform levels. Virtually all champion typists write with their typewriters about 30 inches from the floor.

RESULTS OF HIGHER PLATFORMS

Typing is not only faster, more accurate, and easier, but far less tiring when the typewriter has been raised to provide the CORRECT ANGLE with respect to the forearms, the hands, and the keyboard.

On the left is a composite of the two pictures on the first page. It illustrates graphically what a difference the height of your typewriter does make.



Typing is faster because the typist's hands hug the keyboard to encourage a speedy "clawing" stroke, utilizing finger rather than arm movements. The keys are released more quickly and easily because the hand posture assists rather than resists the fingers.

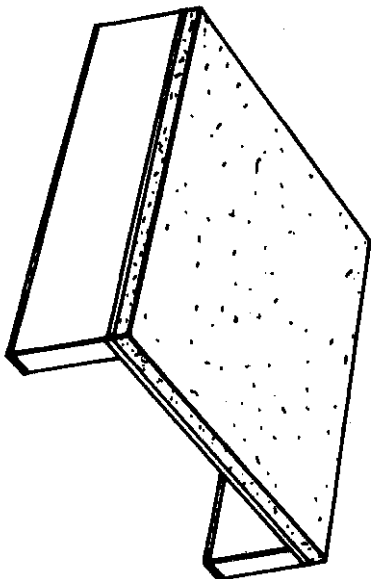
Work is more accurate because hands are in close proximity to the keys. Greater control is gained and errors which result from flailing the hands and arms between strokes are avoided.

You are less tired because the "clawing" finger motion is easier than the pounding, striking motion and greater leverage on the keys results from the shorter shoulder distance. In addition, higher typewriters promote good posture, balanced leg and foot support, and general relaxation.

Thousands of typists using manual typewriters have adopted the higher typewriter height. The results have been beneficial to both operators and to those they serve. The change has aided in reducing eye, neck, and back strain and has increased output. Also, type impressions on original copies have become more uniform and carbon copies are clearer.

HOW TO GET PROPER TYPEWRITER HEIGHT

Manufacturers, recognizing these merits, are building modern typewriter desks which permit adjustment of typewriter height from 28 to 31 inches. However, manual typewriters in offices equipped with non-adjustable desks can be easily and inexpensively raised to the higher, correct working level through the use of typewriter lift boxes. (See illustration at right.)



RECOMMENDED PROCEDURE FOR CHANGING TO HIGHER PLATFORMS

An experimental approach is recommended. Here is a procedure that has been found effective:

1. Adjust your chair so that your feet rest firmly but comfortably on the floor. Chair height in most cases should be 16 to 18 inches. Adjust the back rest of the chair to fit the small of your back at not higher than waist level.

2. Raise your typewriter by means of a lift box. This should bring your forearms about parallel to the slope of the typewriter keyboard; i. e., at an angle of 30° with the horizontal.
3. Allow five days to become accustomed to the new height. It may take less than 30 minutes.
4. If, after a fair trial, you are not sure that you like the new height, remove the lift box and try the old height for comparison. You will probably select the higher level.

WHERE TO GET A TYPEWRITER LIFT BOX

You can get a typewriter lift box from your Building Supply Officer. If he does not have one in stock he will be glad to order one for you. Ask for yours today. The CORRECT ANGLE will mean faster, more accurate, and easier typing.

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efficiency in the use of typewriters.

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